



MINUTES Strategic Planning Committee

DATE	September 20, 2005
TIME	10:00 AM
LOCATION	State Library and Archives Large Conference Room
RECORDER	Alisanne Maffei, Strategic Planner

ATTENDEES

Name	Attend ✓	Name	Attend ✓
Chair – Mike Hillerby, Governor's Office		Co-Chair – Perry Comeaux, Department of Administration	✓
Administration, Dave McTeer		Education, Keith Rheault	
Agriculture, Don Henderson		Homeland, Giles Vanderhoof	
Rick Gimlin	✓	Military, Miles Celio	
B&I, Doug Walther	✓	Motor Vehicles, Ginny Lewis	✓
CNR, Allen Biaggi		PEBP, Forrest Thorne	✓
Kay Scherer	✓	Personnel, Jeanne Greene	
Corrections, Glen Whorton	✓	Public Safety, George Togliatti	
Rich Stewart		Bob Wideman	
Cultural Affairs, Scott Sisco	✓	Taxation, Chuck Chinnock	
Sara Jones		Tom Summers	✓
DETR, Birgit Baker	✓	Transportation, Robert Chisel	
DHHS, Mike Willden		Veteran's Service, Chuck Fulkerson	✓
Michael Torvinen	✓	Ace Tan	
DoIT, Terry Savage	✓	Wildlife, Terry Crawford	
Alisanne Maffei	✓		
Kathy Ryan	✓		
Dave Miller	✓		

CALL TO ORDER

I Introduction

- Perry Comeaux, Department of Administration, called the meeting to order.
- Perry Comeaux welcomed new attendees to the IT Strategic Planning Committee (ITSPC) meeting. Chuck Fulkerson, Veteran's Services, and Glen Whorton, Corrections, were in attendance.

II Review and Approval of the Minutes

- After review of the August meeting minutes, it was moved by Woody Thorne to accept the minutes and seconded by Terry Savage. The minutes from August 24, 2005 were accepted as discussed.

III Top Ten Issues Ranking

- Alisanne Maffei facilitated the committee's further ranking and clarification of the ITSPC Top Ten IT Issues for 2006. This final listing is to be distributed out to the legislature, ITAB, and other IT Committees for communication of the State of Nevada direction.
- Implementation strategies and prioritized action plans will be evaluated for incorporation into the ITSPC, including proactive reviews of the status of the identified Top Ten IT Issues.

VI Updates

- Alisanne Maffei, DoIT, provided overview of Agency and Enterprise IT Strategic Planning.
- Dave Miller, DoIT, discussed the status of activity on the Critical Business Technology Assessment Project (CBTAP) stating 70% of the agencies have started. The data is expected to be entered into the repository by November and CBTAP completed by January for ITSPC use.
- Terry Savage, Department of Information Technology, presented updates on the Nevada Technical Standards Committee. There are five major items prioritized for standards development.

VI Video Teleconferencing Scheduling

- Perry Comeaux, Department of Administration, introduced the scheduling discussion. The inventory of room and related assets was distributed and will be posted on the DoIT website. For future discussion is how to staff and operate the reservation process and room use effectively.

VII Future Issues/New Business

- The Technical Showcase is scheduled for October 12, 2005 at LCB, RM 3100.

VIII WRAP UP

- The next meeting of the IT Strategic Planning Committee will be scheduled for Thursday, October 20th, from 10:00 AM until 12 noon, Education Board Room, 700 E Fifth Street

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ACTION ITEMS

Item No.	Description	Assigned To
1.	Compile inputs for Enterprise and Agency IT Strategic Plan with Directors and Agencies	Alisanne Maffei
2.	Publish State Videoconferencing Equipment inventory / Done	M. Thorne/ R. Sliva
3.	Draft update for NITOC policy	Alisanne Maffei
4.	Update on Digital Certificates and Digital Signatures for Nevada	Alisanne Maffei
5.	Provide listing of IT Accounts	T. Savage/ A. Maffei
6.	Presentation to the committee on IT assessments and trended data	A. Maffei coord
7.	Research other states funding mechanisms for applicability	A. Maffei/S. McGee
8.	Review the highway fund treatment for microwave projects	Alisanne Maffei

Related Links / Contact Information:

Terry Savage contact: 684-5801, cell 721-5184, tsavage@doit.nv.gov

IT Security email infosec@state.nv.us

Nevada Communications Steering Committee website <http://ncsc.nv.gov/>

NITOC document index http://www.nitoc.nv.gov/document_index.htm#Operations

IT Strategic Planning Committee http://www.nitoc.nv.gov/index_planning.htm

IT Project Oversight Committee http://www.nitoc.nv.gov/index_project.htm

IT Workforce Committee http://www.nitoc.nv.gov/index_workforce.htm

The Critical Business Technology Assessment Program (CBTAP) Tool <http://doit.nv.gov/cbtap/>

<http://www.hrm.state.pa.us/oahrm/cwp/view.asp?=132&q=174485> Pennsylvania Succession Planning

<http://www.gms.state.ga.us/agencysservices/wfplanning/index.asp> Georgia Workforce Planning

<http://www.doer.state.mn.us/wfplanning/pdf/WFPlanningguide.pdf> Minnesota Work Force Planning Guide

<http://www.cs.state.ny.us/successionplanning/> New York Work Force and Succession Planning

<http://www.opm.gov/workforceplanning/WhosDoingWhat.asp> HR Workforce Planning, Federal Government Federal Agency Workforce Planning status

http://www.rand.org/pubs/technical_reports/2005/RAND_TR175.pdf Air Force Competency Flow Model

<http://www.afpc.randolph.af.mil/cp/secccp/strat.htm> Air Force Strategic Action Plan; Multi-Disciplined Workforce

http://www.cps.ca.gov/aboutus/documents/CPS_AgeBubble_ExecutiveSummary.pdf The Aging and Retiring Government Workforce, Center for Organizational Research